

PLEDGE OF ALLEGIANCE - Commissioner Cox
INVOCATION - Mayor Burtner

PRESIDING:

Mayor Edallen York Burtner

PRESENT:

Commissioner Ramsey Flynn
Commissioner JoEllen Reed
Commissioner Shannon Cox

City Manager Matt Belcher, City Attorney William Dykeman, and City Clerk Joy Curtis were present.

Mayor Burtner noted Commissioner Kitty Strode was absent and excused.

Mayor noted the absence of Engineering Tech Daron Stephens due to sudden illness and was excused.

Upon determining that a quorum was present for the transaction of business, Mayor Burtner called the February 5, 2019 special meeting to order at 4:30 p.m. in the Commission Chambers of City Hall.

MINUTES

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, the minutes of the January 15, 2019 special (4:30 p.m.) and regular (5:30 p.m.), and the January 23, 2019 (4:00 p.m. Work Session) meetings were approved as presented.

DEPARTMENTAL AND AGENCY REPORTS

- A. Clark County KY-ASAP minutes from the November 15, 2018 meeting
- B. Winchester Municipal Utilities Commission Departmental Report for January 17, 2019
- C. EMA/CSEPP minutes from the December 10, 2018 meeting
- D. Generations Center Board minutes from the November 20, 2018 regular and the December 13, 2018 special meetings
- E. W/CC Parks & Recreation Board minutes from the December 2018 meeting
- F. Holly Rood Financial Statements and Supplementary Information for the six-month periods ended December 2018 and 2017
- G. W/CC Tourism Commission minutes from the November 27, 2018 meeting
- H. Winchester Municipal Utilities minutes of the January 3, 2019 meeting
- I. W/CC Tourism Commission Financial Statements as of December 31, 2018
- J. W/CC Parks & Recreation Attendance Log for July through December 2018
- K. W/CC Transit Monthly Ridership Trends and Report
- L. Winchester Municipal Utilities Commission Accounts Payable - Transactions for the period January 2 through January 11, 2019
- M. Winchester Municipal Utilities Balance Sheet as of December 31, 2018
- N. Clark County Geographic Information System Consortium Staff Report for Services - January 2019
- O. Clark County Geographic Information System Consortium Financial and Budget Summary - December 2018
- P. Clark County Geographic Information System Consortium Accounts Payable as of December 31, 2018
- Q. Clark County Geographic Information System Consortium minutes from the December 20, 2018 meeting
- R. W/CC Parks & Recreation Financial Statements and Supplementary Information - Six month period ended December 31, 2018

- S. W/CC Industrial Development Authority minutes from the December 17, 2018 meeting
- T. W/CC Industrial Development Authority Internal Financial Report for period ending December 31, 2018

**WINCHESTER BOARD OF COMMISSIONERS SPECIAL MEETING HELD
FEBRUARY 5, 2019 4:30 PM**

U. Office of Planning & Community Development 2018 Annual Report

Commissioner Reed requested clarification on certain Parks & Recreation issues in the Departmental and Agency Reports:

1. Inquired about the one time pay raise in the December 10, 2018 minutes;
2. Contract services for a personal trainer for almost \$21,000;
3. Is there a capital account for improvements; and
4. Processing fees for over \$6,000.

Commissioner Cox, the City’s representative on the Parks & Recreation Board responded and noted the one time pay raise was across the board raises for Parks employees that someone donates every December. The personal trainer costs was due to the Parks Department collecting fees when a member requests a personal trainer, then the Parks Department will pay those funds minus their fee to the personal trainer. Commissioner Cox noted the Parks Board did not have a capital equipment account but were looking to establish one at some point. He noted the processing fees were the fees involved with buying new equipment and services for the credit/debit card system.

Commissioner Reed requested the Parks Board furnish the City an inventory for each park and the equipment at each park, including paving to begin the process of replacing equipment.

On motion by Commissioner Reed, seconded by Commissioner Cox, and with unanimous vote, the Departmental and Agency Reports were approved as presented.

INFORMATIONAL ITEMS

- A. Clark County Health Department Needle Exchange Activity Report July 6 to November 9, 2018
- B. James B. Allen Generations Center 18th Annual Chili Fundraiser - February 15, 2019
- C. Clark County Health Department “Kentucky Hepatitis A Outbreak” report
- D. Notice from the Kentucky State Police, Kentucky Justice & Public Safety Cabinet - “KSP Unveils New Mobile Drug Education Trailer”

Commissioner Reed noted she would love to see the Kentucky State Police Mobile Drug Education Trailer brought to town.

Police Chief Palmer noted they had already looked into this and made the suggestion to have it at an event downtown like the Beer Cheese Festival so more citizens could take advantage of viewing the exhibit.

Commissioner Flynn noted that BCTC’s Winchester Campus was looking at getting the trailer at the Readifest event being held just before the 2019-2020 school session begins.

ADJOURN TO CLOSED SESSION

On motion by Commissioner Flynn, seconded by Commissioner Cox, and with unanimous vote, the meeting adjourned to closed session to discuss

- XX POTENTIAL LITIGATION KRS CHAPTER 61.810 (c)
- XX PROPERTY ACQUISITION KRS CHAPTER 61.810 (b)
- XX PERSONNEL MATTERS KRS CHAPTER 61.810 (f)

No action was taken in closed session.

Mayor Burtner called the meeting back into open session.

With no further business, on motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, the meeting was adjourned.

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**WINCHESTER BOARD OF COMMISSIONERS SPECIAL MEETING HELD
FEBRUARY 5 , 2019 4:30 PM**

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Edallen York Burtner, Mayor

City Clerk